# **Haines Borough** Borough Assembly Meeting #247 **AGENDA**

## June 11, 2013 - 6:30 p.m.

Location: Assembly Chambers, Public Safety Bldg.

Stephanie Scott, Mayor

Dave Berry Jr., Seat A Assembly Member

Steve Vick, Seat B Assembly Member

Debra Schnabel, Seat C

Assembly Member

Joanne Waterman, Seat D Assembly Member

Norman Smith. Seat E Assembly Member

Jerry Lapp, Seat F Assembly Member

Mark Earnest, Borough Manager

Julie Cozzi. Borough Clerk

Michelle Webb, Deputy Clerk

CALL TO ORDER/PLEDGE TO THE FLAG 1.

**ROLL CALL** 2.

3. APPROVAL OF AGENDA & CONSENT AGENDA

> [The following Consent Agenda items are indicated by an asterisk (\*) and will be enacted by the motion to approve the agenda. There will be no separate discussion of these items unless an assembly member or other person so requests, in which event the asterisk will be removed and that item will be considered by the assembly on the regular agenda.]

## Consent Agenda:

4 – Approve Assembly Meeting Minutes

8B - Library Report

9A - Library Board Minutes

11A1 – Adoption of Resolution 13-06-458

11A2 - Adoption of Resolution 13-06-467

11B1 – Introduction of Ordinance 13-06-332

11C3 - Increase Limits for Transporting Explosives across Lutak Dock

- APPROVAL OF MINUTES May 28, 2013 Regular **\***4.
  - 5. **PUBLIC COMMENTS** [Any topics <u>not</u> scheduled for public hearing]
  - 6. MAYOR'S COMMENTS/REPORT
  - **PUBLIC HEARINGS** 7.
    - A. Ordinance 13-04-324 Third Hearing

An Ordinance of the Haines Borough, Alaska, providing for the establishment and adoption of the budget of the Haines Borough for the Period July 1, 2013 through June 30, 2014 (Fiscal Year 2014).

This ordinance is recommended by the borough manager. It was introduced on 4/23 and had a first public hearing on 5/14 and a second on 5/28. Motion: Adopt Ordinance 13-04-324.

B. Ordinance 13-05-325 – Second Hearing

An Ordinance of the Haines Borough amending Haines Borough Code Chapter 2.40 and Section 2.50.040 to authorize the manager to appoint the police chief, to modify the duties of the police chief, and to make the hiring of police and correctional officers subject to state law.

This ordinance is recommended by the personnel committee. It was introduced on 5/14 and had a first public hearing on 5/28. Motion: Adopt Ordinance 13-05-325.

C. Ordinance 13-05-326 - Second Hearing

An Ordinance of the Haines Borough amending borough code title 16, section 16.16.010 establishing a deadline for returning harbor slip license agreements.

This ordinance is recommended by the harbormaster and the port and harbor advisory committee. It was introduced on 5/14 and had a first public hearing on 5/28. Motion: Adopt Ordinance 13-05-326.

D. Ordinance 13-05-328 - First Hearing

An Ordinance of the Haines Borough amending Borough Code Title 18, Section 18.80.030 to only require conditional use approval for the construction of a building within 15 feet of an adjacent building if one or both of the buildings is for human occupancy.

This is recommended by the planning commission. It was introduced on 5/28. Motion: Advance Ordinance 13-05-328 to a second public hearing on 6/25/13.

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#### 7. PUBLIC HEARINGS ---continued---

#### E. Ordinance 13-05-329 – First Hearing

An Ordinance of the Haines Borough amending Borough Code Title 18, Section 18.80.040 to allow adjacent on-street parking to count toward the parking requirement.

This is recommended by the planning commission. It was introduced on 5/28. Motion: Advance Ordinance 13-05-329 to a second public hearing on 6/25/13.

## F. Ordinance 13-05-330 - First Hearing

An Ordinance of the Haines Borough amending Borough Code Title 18, Section 18.20.020 to adjust the time limit in the definition for "temporary use" to be consistent with the time period for temporary residence permits in Section 18.60.020.

This is recommended by the planning commission. It was introduced on 5/28. Motion: Advance Ordinance 13-05-330 to a second public hearing on 6/25/13.

## G. Ordinance 13-05-331 - First Hearing

An Ordinance of the Haines Borough adopting, by ordinance, a revised fee schedule that clarifies qualification for winter moorage rates.

This is recommended by the harbormaster. It was introduced on 5/28. Motion: Advance Ordinance 13-05-331 to a second public hearing on 6/25/13.

# H. Ordinance 13-05-327 - First Hearing

An Ordinance of the Haines Borough amending borough code title 2, sections 2.08.010, 2.68.140, 2.68.200, and 2.68.510 to allow for election of assembly and school board members through single lists of candidates.

On 5/14/13, this ordinance was referred to the Government Affairs & Services Committee that met on 5/23. It was introduced on 5/28. Motion: Advance Ordinance 13-05-327 to a second public hearing on 6/25/13.

## 8. STAFF/FACILITY REPORTS

- A. Borough Manager 6/11/13 Report
- **\*B.** Public Library Staff Report of April 2013

## 9. COMMITTEE/COMMISSION/BOARD REPORTS & MINUTES

- **\*** A. Library Board of Trustees Minutes of 4/17/13
  - **B.** Assembly Standing Committee Reports

## 10. UNFINISHED BUSINESS

#### 11. NEW BUSINESS

#### A. Resolutions

## \*1. Resolution 13-06-458

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to contract with Kenworth Alaska in the amount of \$165,300 for the purchase and delivery of a T800 dump truck.

This resolution is recommended by the borough manager and director of public facilities. <u>Motion</u>: Adopt Resolution 13-06-458.

# \*2. Resolution 13-06-467

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to contract with Murray and Associates, P.C. in the amount of \$15,373 for mechanical and electrical engineering for the Mosquito Lake School fan replacement project.

This resolution is recommended by the borough manager and director of public facilities. <u>Motion</u>: Adopt Resolution 13-06-467.

#### B. Ordinances for Introduction

#### \*1. Ordinance 13-06-332

An Ordinance of the Haines Borough amending Borough Code Chapter 10.44 to provide that parking violations are subject to a civil fine; provide for the content of a notice of violation of parking restrictions; and establish an administrative appeal process for parking violations.

This is recommended by borough manager and the police department. Juneau and Skagway both recently adopted similar ordinances. **Motion**: Introduce Ordinance 13-06-332, set a first public hearing for 6/25/13, and refer it to the Government Affairs & Services Committee for review prior to adoption.

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#### 11C. NEW BUSINESS ---continued---

#### C. Other New Business

# 1. Non-Profit Scoring Matrix and Procedures

This is requested by the mayor. Twelve FY14 funding requests were received from nonprofits by the 6/1/13 application deadline. Assuming funds are allocated to address funding requests from area non-profits, the mayor drafted a scoring matrix to assist with the review and suggests an ad hoc committee be formed to do the scoring. Motion: Establish an ad hoc committee comprised of the mayor, manager, finance director, and two assembly members to score the FY14 nonprofit funding requests as proposed by the mayor in her memorandum dated 6/3/13.

# 2. Confirm Draft Letter to ADF&G about Upper Lynn Canal Crab Fishery

On 5/28/13, the assembly asked the mayor to draft a letter to the ADF&G Commissioner asking for her help mitigating the indirect impacts of sea otters on the Dungeness crab stock in the Upper Lynn Canal. **Motion**: Confirm the draft letter to Commissioner Campbell regarding the Upper Lynn Canal Crab Fishery.

# **\***3. Increase Limit for Transporting Explosives Across Lutak Dock

This is recommended by the borough manager. <u>Motion</u>: Authorize the borough manager to send the draft letter to the US Coast Guard in support of increasing the limit for transport of explosives across the Lutak Dock.

# 4. <u>In-kind Match to Southeast Conference for Federal EDA "Investing in Manufacturing Communities Partnership" Planning Grant</u>

Southeast Conference (SEC) has a steering committee working on a planning grant from the Federal Economic Development Administration (EDA) to move the region in a forward direction with manufacturing development - "Investing in Manufacturing Communities Partnership". SEC believes this region is ready for manufacturing expansion in the Maritime Industry and this planning grant will provide some funds to analyze the region's priorities. SEC's request to EDA will be for \$200,000 and will need a match of \$200,000. They are asking for commitments from conference members to provide in-kind or financial contributions as a portion of the required match. Motion: Approve an in-kind contribution to Southeast Conference as a part of the required match for an EDA "Investing in Manufacturing Communities Partnership" planning grant.

# 5. Executive Session - Review of Assembly Investigative Procedures

On 5/14/13, this agenda item was rescheduled to this meeting. Motion: "go into executive session as allowed by AS 44.62.310(c)(2) and Haines Borough Charter Section 18.03 to review assembly investigative procedures; this matter qualifies for executive session because a public discussion would tend to prejudice the character and reputations of persons involved; the borough manager and borough attorney are requested to attend."

- 12. SET MEETING DATES
- 13. PUBLIC COMMENTS
- 14. ANNOUNCEMENTS/ASSEMBLY COMMENTS
- 15. ADJOURNMENT

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